



DEPARTMENT OF THE ARMY  
WASHINGTON, D.C. 20310

HQDA Ltr 600-04-2

AHRC-PDO-PA

15 July 2004

Expires 15 July 2006

**SUBJECT: Policy Changes to the Army Staff Identification Badge**

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1. **Purpose.** This letter announces policy changes to the Army Staff Identification Badge.
2. **Applicability.** This policy applies to the Active Army, the Army National Guard of the United States, and the U.S. Army Reserve.
3. **Proponent and exception authority.** The proponent of this HQDA letter is the Deputy Chief of Staff, G-1. The proponent has the authority to approve exceptions or waivers to this HQDA letter that are consistent with controlling law and regulations. This will not be delegated. Activities may request a waiver to this letter by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25-30 for specific guidance.
4. **References.**
  - a. Required References.
    - (1) AR 600-8-22, Military Awards.
    - (2) DA Memo 672-1, Army Staff Identification Badge and Army Staff Label Pin.
  - b. Related References: War Department Circular No. 45 (Available at military installation libraries.)
5. **Explanations of abbreviations and terms.**
  - (a) ASIB—Army Staff Identification Badge.
  - (b) CG, USAHRC—Commanding General, U.S. Army Human Resources Command.
  - (c) DCS, G-1—Deputy Chief of Staff, G-1.
6. **Responsibilities.**
  - (a) The DCS, G-1 will exercise Department of the Army responsibility on matters

concerning military awards and will serve as the senior Army official on matters concerning military awards.

(b) The Commanding General, U.S. Army Human Resources Command (CG, USAHRC), will conduct and supervise all military awards functions prescribed in this letter. The CG, USAHRC will act on behalf of DCS, G-1 when so delegated and directed.

(c) The Commandant, Adjutant General School, will ensure that the branch implements this letter.

**7. Overview.** The following policy changes will be incorporated into the next revision of AR 600-8-22.

**8. Army Staff Identification Badge.** On 4 May 2004, the DCS, G-1 approved the following changes to the Army Staff Identification Badge (ASIB). Specific eligibility requirements are as follows:

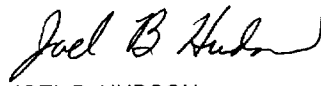
(a) The Army General Staff Identification Badge was first proposed by General Douglas MacArthur on 28 December 1931 to recognize outstanding performance of duty while detailed to the Army General Staff. The badge was first authorized and criteria for issue was announced in War Department Circular No. 45. The name of the badge was changed to the Army Staff Identification Badge on 29 May 1985 by General John Wickam, Chief of Staff, Army.

(b) The badge is awarded by principal officials of Headquarters, Department of the Army to military personnel serving on their staff and within their subordinate agencies. Eligibility criteria for wear and permanent issue are contained in DA Memo 672-1. Permanent issue must be authorized by principal officials with the certificate of authorization constituting authority for wearing the badge as a permanent part of the uniform.

By order of the Secretary of the Army:

PETER J. SCHOOMAKER  
*General, United States Army*  
*Chief of Staff*

Official:



JOEL B. HUDSON  
*Administrative Assistant to the*  
*Secretary of the Army*

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